

## Board Development Topic: Understanding the Role of the Curriculum Consultants

### Date of Board Meeting:

May 5, 2022

### Strategic Priority:

- High Quality Teaching and Learning
- Engagement of All Students, Families, and Communities
- Effective Policy and Procedures
- Healthy, Sustainable Physical & Social Environments

### Quality Indicator(s):

QI 6.2 – The Director keeps the Board informed about Division operations.

QI 6.3 – The Director provides the Board with balance, sufficient, concise information and clear recommendations for actions items in agendas.

QI 6.6 – The Director ensures high quality management services are provided to the Board.

### Information for the Board (10 fast facts):

There are currently three (3) Curriculum Consultants providing leadership and support in all matters relating to PreK to Grade 12 curriculum, assessment, and instruction as well as the Provincial Education Plan priority areas.

- Early Years Consultant (PreK-4)
- Middle Years Consultant (Grades 5-9)
- High School Consultant (Grades 10-12)

The general responsibilities of the Curriculum Consultants can be summarized as follows:

1. Assists the Superintendent of Curriculum, Assessment & Instruction with setting yearly priorities and outcomes in relation to the Provincial Education Plan, GSSD Strategic Plan and School Level Plans.
2. Ensures provincial and school division assessments are administered with fidelity and in a timely manner as well as analyzes the data to identify trends and issues related to student achievement.
  - a. Early Years Evaluation
  - b. Fountas & Pinnell – Benchmark Assessment for Reading
  - c. Writing Outcome Holistic Assessment
  - d. Math Outcome Holistic Assessment
  - e. Common Framework Reference (EAL)
  - f. OurSchool Data
3. Provides direct supervision of curriculum coaches and collaborates with coaches to determine schools requiring supports as well as assessment and instruction areas of focus. Direction and support for staff in specialized areas such as Libraries, Band, French Immersion, and PAA are also provided by Curriculum Consultants.

4. Ensures recent and relevant curriculum, instruction and assessment approaches and supports are in place through the provision of anchor resources, professional development opportunities and Look Fors for school level staff.
5. Supports in-school administrators with instructional leadership strategies that foster high standards in curriculum, assessment, and instructional approaches as well as student safety and well-being.
6. Keeps Superintendent of Curriculum, Assessment & Instruction and Superintendents of Operations informed regarding supports provided to schools and improvement requirements.
7. Collaborates with Indigenous Student Success Consultants, Student Services Consultants and Professional Service Providers to implement culturally responsive and inclusive assessment and instruction practices within a CSCH framework and a focus on Truth and Reconciliation.
8. Collaborates with Digital Learning Consultants and Tech Services to coordinate data collection, assessment and reporting platforms, the distribution of digital resources and the implementation of online learning resources.
9. Communicates, monitors, develops, and supports processes and procedures that remove barriers and create opportunities for students and families.
10. Manages budget lines in area of responsibility.

Respectfully submitted,

Quintin M. Robertson, Director/CEO  
Good Spirit School Division